



MINUTES

PLACER COUNTY FLOOD CONTROL AND WATER CONSERVATION DISTRICT BOARD OF DIRECTORS Monday, December 10, 2007

The Board of Directors for the Placer County Flood Control and Water Conservation District met in session beginning at 4:00 P.M., Monday, December 10, 2007 in the Rocklin City Council Chambers, 3970 Rocklin Road, Rocklin, California. Ken Grehm, Executive Director, Brian Keating, District Engineer, Andrew Darrow, Development Coordinator and Christiana Darlington, District Counsel, represented the District.

1. **ROLL CALL:**

By roll call, Directors present: Roccucci, Nakata, Yorde, Rockholm, Hanley, Yuill, and Weygandt arriving at 4:02 P.M.

Not Present: Director Morillas

2. **AGENDA APPROVAL**

Approved as submitted

MOTION: Roccucci / Nakata

3. **APPROVAL OF OCTOBER 15, 2007 MINUTES:**

Approved as submitted

MOTION: Hanley / Nakata

4. **PUBLIC COMMENT:**

None

5. **ITEMS FOR INFORMATION:**

- a. The District's Flood Response Handbook has been updated and distributed accordingly.

Brian Keating stated that staff has completed our annual update to the District's Flood Response Handbook (FRH). Brian reported that the FRH is a critical reference document available to District staff as well as other emergency and local member agency staff during flooding events. The FRH provides and includes emergency communication procedures, emergency material supplies and equipment availability, technical resources and data to help predict flooding events, details of the ALERT flood warning system, local and regional flood hazard awareness mapping and state level emergency operations manuals. The updated manual has been distributed to select flood responders, other emergency personnel within our local member agencies and Placer County Office of Emergency Services. Brian reported that copies of the FRH are not distributed to Board Director's but that they are available upon request.

Directors Yuill and Hanley requested copies of the Flood Response Handbook. Brian stated that District Staff will update the distribution list and send them each a copy of the Flood Response Handbook.

b. Reminder of upcoming Board Chair and Vice-Chair position rotations effective January 2008.

Brian Keating reminded the Board that in 2006, the Board adopted, by resolution, a schedule for the rotation of Directors serving in the positions of Board Chair and Vice-Chair. Brian stated that the next rotation will occur effective January 1, 2008 and the new Board Chair will be Rocky Rockholm, the Placer County Supervisor representing District 1, and the new Board Vice-Chair will be Rhonda Morillas, the Director representing the Town of Loomis. Brian further stated that at the February 11, 2007 Board of Director Meeting District staff will ask for reappointments of the member agencies.

6. ACTION ITEMS:

a. Authorize the Executive Director to execute a five-year agreement with the California Conservation Corps to provide vegetation and debris management services for long-term maintenance of the Miners Ravine Off-Channel Detention Basin Facility.

Brian Keating reported after recent completion of the Miners Ravine Off-Channel Detention Basin Facility the start of long term operations and maintenance activities has begun. Brian stated that the terms of our permanent flood and conservation easement, and the requirements of other agencies with jurisdictional interests in the facility (including the Division of Safety of Dams and the local Mosquito Abatement District) require that maintenance of vegetation, debris and refuse occur.

Brian reported that as a condition of our existing grant agreement with the Department of Water Resources, Flood Corridor Protection Program the District is obligated to utilize the services of the CCC whenever possible. Staff has successfully negotiated a long term, five-year agreement with the CCC for these services, including twice yearly visits to the facility to address vegetation, debris and refuse issues identified by District staff. The annual cost of these services is \$4,150 and includes all labor, equipment and materials to perform the twice yearly visits. The annual costs are considered reasonable and the total maximum cost of this agreement over five years is \$20,750.00.

Funding for these services has previously been budgeted within the District's Fiscal Year 2007/2008 budget from two sources: The Dry Creek Trust Fund and \$16,666 in allocated grant funds by the DWR Flood Corridor Protection Program specifically for post project operations and maintenance purposes. This procurement is considered a sole source type of procurement because of the DWR grant program requirement to first utilize the services of the CCC.

Brian Keating recommended that the Board authorize the Executive Director to execute a five year long services agreement with the CCC in the amount of \$20,750.00 to provide vegetation and debris management services for long term maintenance of the Miners Ravine Off-Channel Detention Basin Facility.

Director Hanley questioned whether the agreement will include trash removal. Brian replied that the agreement will include both trash and debris removal. Brian stated that if the twice yearly visits are not adequate to address trash issues the District may consider volunteer clean up efforts or additional services from the CCC.

MOTION: Hanley / Roccucci

- b. Authorize staff to execute revisions to the District's Fiscal Year 2007/2008 Budget for certain professional service and equipment expenses which were budgeted but not incurred in FY 2006/2007.

Brian Keating recommended that the Board authorize District staff execute several revisions to the Fiscal Year (FY) 2007/2008 budget for certain professional service and ALERT system upgrades performed. Brian explained that these expenses were originally appropriated and planned to occur in last years draft (FY) 2006/2007 budget but will instead occur in this years fiscal budget.

The requested budget modification affects both revenues and expenses associated with two projects, the District's ALERT system upgrade of seven new precipitation and stream level gages, as well as final construction payments associated with the Miners Ravine Off-Channel Detention Basin Facility. The revenue sources include the pre-planned and budgeted use of the Dry Creek Trust Fund as well as previously negotiated City of Lincoln contributions to the ALERT system upgrade project. The proposed modifications do not impact annual per-capita based contributions already received as revenue from our member agencies for this fiscal year.

Brian stated that the requested **revenue** modifications are as follows:

<u>Object Level:</u>	<u>Orig. FY 07/08 Budget:</u>	<u>Revised FY 07/08 Budget:</u>
No. 7232 State Aid – Other DWR FCP Program – Miners	\$17,000	\$45,000
No. 8764 Misc. Revenue Dry Creek CIP (Trust Fund)	\$403,000	\$936,600
No. 8764 (New) Misc. Revenue ALERT System Upgrades Dry Creek CIP (Trust Fund)	\$0	\$2,800
No. 8764 (New) Misc. Revenue ALERT System Upgrades Contribution - City of Lincoln	\$0	\$24,200

Brian further stated that the specific **expense** modifications are as follows:

<u>Object Level:</u>	<u>Orig. FY 07/08 Budget:</u>	<u>Revised FY 07/08 Budget:</u>
No. 2555 Dry Creek CIP Implementation	\$420,000	\$981,600
No. 4451 Equipment	\$5,000	\$32,000

Director Nakata asked if all seven new precipitation and stream level gages have been installed. Brian reported that six of the seven gages are installed and that staff is working on obtaining permits from the Department of Fish & Game and NOAA Fisheries to install the remaining seventh gage.

MOTION: Rockholm / Roccucci

7. NEXT MEETING:

The next regularly scheduled Board meeting is January 14, 2008, at 4:00 p.m. at the Rocklin City Council Chambers.

8. ADJOURNMENT:

The meeting was adjourned at 4:15 p.m.

Respectfully submitted,

Carrie Diller

District Secretary